



# Office of the City Clerk

Weekly Report – for Week Ending February 23, 2018

## OFFICE OF THE CITY CLERK – PROJECT HIGHLIGHTS AND STATUS

### Elections

Staff conducted several outreach events this week and furthered the Department's target initiative efforts by providing voter outreach to almost 400 Angelenos and registering 23 new voters as follows:

**Homeless Initiative:** Staff partnered with the Los Angeles County Registrar Recorder's Office at the North Hills Homeless Connect Day in CD6. Staff also gave a presentation at St. Joseph Center in CD11.

**Youth Initiative:** Staff hosted a table at The Future is Black - Reclaiming Our Power Resource Fair in CD4 where 200 students were in attendance and 10 registered to vote.

**Faith-based Initiative:** Staff hosted tables at St. Peter's Italian Catholic Church and San Conrado Mission Church, both in CD 1.

**Senior Citizen Initiative:** Staff reached 25 seniors and registered 5 to vote after presenting at the Ahmanson Senior Center in CD 9.

**General Community Outreach Events:** Staff provided voter outreach at the downtown Black History Month event in CD14.

### *Neighborhood Council (NC) Elections*

Staff hosted a third NC Election Workshop on Wednesday, February 21 at the Iman Cultural Center in West Los Angeles.

Staff continues to work with EmpowerLA on preparations for potential NC subdivision elections in May and June.

### Business Improvement Districts (BIDs)

403 government parcels were billed this week totaling \$2,258,696.

Annual Planning reports for 16 property-based BIDs were presented in Council for approval this week.

### NC Funding

To date, staff has processed just over 2,000 funding requests and has tracked almost 3,500 credit card transactions submitted by the NCs which represents a 37% expenditure rate of the system's annual funding allocation. The payment request turn-around time for approval is less than two days utilizing the online public portal.

### Records Management

A researcher from the University of Berlin reviewed the 19th century records relating to water use in Los Angeles.

A researcher from Campbell University researched gun control ordinances from the 19th century.



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## **Systems**

Staff is developing an online NC Vote-By-Mail (VBM) application for the coming Westwood NC subdivision election. In addition, staff has completed the design of the NC subdivision ballots that can be used as a standard template for all future NC elections.

Staff visited Van Nuys City Hall for a site inspection in preparation of the installation of the Council Kiosk Speaker Card system. Once implemented, the public will be able to fill out speaker cards electronically using the kiosk computer from Van Nuys. Currently, cards are being filled out on a 4x6 card and manually scanned and uploaded onto the Council File Management System (CFMS).